



## COLUMBIA HEIGHTS POLICE DEPARTMENT POLICY MANUAL

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| <b>TITLE:</b> AGENCY JURISDICTION AND MUTUAL AID | <b>GENERAL ORDER<br/>NUMBER:</b> 109  |
| <b>REFERENCES:</b>                               | <b>EFFECTIVE<br/>DATE:</b> 06/01/2016 |
| <b>REVIEW DATE:</b> 01/01/2019                   | <b>DISTRIBUTION:</b> A                |

The purpose of this directive is to delineate the specific geographical service boundaries of the Columbia Heights Police Department, identify cooperative agreements with area law enforcement agencies, and provide Department personnel with the necessary information for effective implementation of mutual aid and utilization of regional services.

### 109:1 Definitions

#### Jurisdiction

The City of Columbia Heights is the official jurisdiction of the Columbia Heights Police Department as detailed in the official City of Columbia Heights map.

#### Mutual Aid Agreement

The Mutual Aid Agreement is a contractual arrangement between the Columbia Heights Chief of Police and the Anoka County municipal law enforcement agencies defining the lawful authority under which one participating agency may provide assistance to another participating agency.

### 109:2 Agency Jurisdiction Mutual Aid

#### **109:21 Map and Mutual Aid Agreements**

The map that delineates the specific geographical boundaries of the Department shall be located within the administrative offices. A copy of any mutual aid agreements shall be located in the administrative offices.

#### **109:211 Relationships with Other Public Safety Agencies**

It is the intent of this directive to identify basic shared responsibilities as they relate to law enforcement services in concurrent jurisdictions. It is incumbent upon the Department to coordinate its efforts with other agencies in the areas of radio communication, primary and backup response to service requests, reporting procedures, and police functions in the non-enforcement role.

#### **109:212 Areas of Joint Jurisdiction**

Within certain governmental subdivisions, federal lands, and state highways, the Department has concurrent jurisdiction and coordinates its efforts with other public safety organizations. The purpose is to provide, or assist in providing, the best possible service to the community. Generally, the first agency upon the scene having jurisdiction also has the responsibility of assuming command. The Columbia Heights Police Department recognizes this responsibility, and either assumes jurisdiction on that basis or provides assistance to other agencies as needed.

**109:213 Mutual Aid Agreements**

The Chief shall maintain participation in a written agreement with other municipal law enforcement agencies within Anoka County to provide mutual aid in emergency situations. The mutual aid agreement shall provide, at a minimum, the following:

- The legal status of agencies, and agency personnel responding to mutual aid requests;
- Procedures for vesting provider agency personnel with the legal authority to act within the receiver agency's jurisdiction;
- Procedures for requesting mutual aid;
- Identity of those persons authorized to request mutual aid;
- Identity of persons to whom outside personnel are to report;
- Procedures for maintaining radio communications with outside personnel;
- Expenditures, if any, which should be borne by the receiver agency to compensate for the use of the provider agency's resources; and
- Procedures for review and revision if prescribed in the agreement.

**109:214 Relationships with Others in the Criminal Justice System**

The Chief advocates positive relationships with others in the criminal justice system. The Chief shall establish such positive relationships through participation in inter-agency groups formed to enhance communications between such diverse groups as the District Court, prosecutors, law enforcement executives, probation/parole, and social services. The Chief, or his/her designee, shall act as the liaison to these inter-agency groups. No employee of the Department shall establish such a relationship without the express consent of the Chief.

**109:215 Relationships with Other Governmental Agencies**

The Chief advocates positive relationships with other governmental agencies. The Chief shall establish such positive relationships through participation in inter-governmental agency associations, and through direct contacts with municipal and regional governmental agencies. The Chief, or his/her designee, shall act as the liaison to those inter-governmental groups. No employee of the Department shall establish such a relationship without the express consent of the Chief.

**BY ORDER OF:**

Scott Nadeau, Chief of Police

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